

MEETING MINUTES

January 26, 2010

CALL TO ORDER

Chairperson Bruce Lewis called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW COMMISSIONER

New Parks and Recreation Commissioner Peter Meigs was sworn in by City Clerk Geri Johnson.

ROLL CALL

Present: Commissioners Bruce Lewis, Todd Baker, Michelle Ramirez and Laura Miller

Absent: None

Also Present: Executive Secretary Clayton Lee

VERIFICATION OF AGENDA POSTING

Executive Secretary Lee informed the Commission that the agenda for the January 26, 2010 meeting of the Parks and Recreation Commission was posted at both the Hollister Community Center and City Hall on January 22, 2010 per Government Code Section 54954.5.

APPROVAL OF MINUTES

Commissioner Baker made a motion to approve the minutes of the October 27, 2009 Parks and Recreation Commission meeting. Second by Commissioner Miller. Motion passed 4-0.

PUBLIC COMMENT

Executive Secretary Lee informed the Commission that the County Health Department was providing an H1N1 flu vaccine clinic free of charge at the Veterans' Memorial Building on Wednesday January 27, 2010 beginning at 1:30 p.m.

OLD BUSINESS

1. **Adoption of Capital Improvement Program (CIP) Budget** – Executive Secretary informed the Commissioner that the City Council had adopted the proposed CIP budget at their December 7, 2009 meeting. Several parks related projects are in the CIP including Brigantino Park Access Road (\$14,000), Off Leash Dog Park (\$30,000) and Playground Improvements (\$150,000).
2. **Brigantino/Riverside Park Development Project** – As weather permits, staff will begin moving base rock to complete the perimeter access road around the park. Staff is also

evaluating the best method for fertilizing the 50 acre site. Liquid fertilization, in which the fertilizer is injected into the irrigation lines and applied through the sprinklers, is being reviewed. Staff has coordinated the installation of a filter system that will keep debris from the recycled water from causing blockages to the sprinkler heads and valves. The new Toro mower has been purchased and is in use at this time.

2. **Development Of Off Leash Dog Park In Hollister** – Executive Secretary Lee informed the Commission that Commissioners Lewis and Baker attended the November 18, 2009 meeting with HDOG along with Lee and Parks Supervisor Marcelo Orta. At this meeting some basic design issues were discussed regarding location of fencing, access roads, walkways and irrigation system issues. The next sub-committee meeting with HDOG will be held January 27, 2010.

NEW BUSINESS

1. **Temporary Staffing Changes/Furlough Days in Recreation Division** – Executive Secretary Lee informed the Commission that Tina was leaving on Family Leave for approximately 10 weeks. Trisha Lee, a recent graduate of the Fresno State University Recreation Administration Program, will be working 20 hours per week in the Recreation Division office assisting with recreation programming during Ms. Garza's absence. Support Services Assistant II Delia Ramon will be coordinating the front office activities and will be supervising Ms. Lee. Additionally, Lee informed the Commission that the Recreation Division will be having unpaid furlough days on the last Friday of each month. The Commission received a copy of the listing of furlough days for the balance of the year.
2. **CPRS Awards and Installation Dinner** – Chairperson Lewis informed the Commission that the CPRS Awards and Installation Dinner was very likely going to be held on March 26, 2010 in Santa Cruz. The CPRS District 6 Board was going to be voting on the date on January 27, 2010. Staff will keep the Commission informed and will coordinate attendance at this event at which Commissioner Baker would be recognized for his volunteer landscape maintenance work at Las Brisas Park.
3. **Commission Meeting Schedule** - The Commission meeting schedule for 2010 was distributed to the Commission. Chairperson Lewis suggested that the Commission review the document and put on their calendars.
4. **Park of the Month** - Chairperson Lewis stated that due to some of the canceled meetings the Park of the Month review was off schedule. Lewis lead a discussion regarding the Park of the Month for November which was Valley View Park. He stated that the park was recently mowed when he attended but that weeds were waist high.

Commissioner Baker also questioned the schedule and use of spraying weeds at that facility. Chairperson Lewis stated that Executive Secretary Lee would send out a revised Park of the Month schedule. Chairperson Lewis also stated that he has written up 5 reviews of parks which have been sent to the newspapers, but only 2 have been published.

REPORTS

1. **Recreation Program Review** – Recreation Supervisor Tina Garza provided the Commission with an update of the various Recreation Division activities such as Youth Basketball, Breakfast With Santa, Panther Wrestling, and Adult Basketball. Upcoming programs currently taking registrations are Tee Ball/Youth Softball, Adult Volleyball and Adult Softball.
2. **Parks Division Review** – Parks Supervisor Marcelo Orta provided the Commission with an update on activities of the Parks Division. These activities included maintenance at the Brigantino property, repairs to elevators at the Vets Building, grant applications for energy efficiency related items such as a new HVAC system at the Community Center and downtown street lighting, repairs to leaking roofs, soundwall maintenance, and installing restrooms with automatic flushers to assist with water conservation measures. Chairperson Lewis stated that he would speak with a contact of his who is a golf course superintendent, regarding the injection system (being considered at Brigantino Park) used to fertilize large turf areas such as golf courses to see if he would be willing to meet with staff and discuss the pros and cons of these systems.

ADJOURNMENT

There being no further business to come before the Parks and Recreation Commission, Commissioner Baker made a motion to adjourn the meeting at 6:51 p.m. Second by Commissioner Ramirez. Motion passed 4-0.

The next regular meeting of the Parks and Recreation Commission will be held on February 23, 2010 at 6:00 p.m. at City Hall.

Respectfully Submitted,

Clayton Lee, Executive Secretary
Parks and Recreation Commission

